

# State of Connecticut

## GENERAL ASSEMBLY



### COMMISSION OFFICERS:

Jean L. Rexford  
Chairperson

Adrienne Farrar Houël  
Vice Chairperson

Carrie Gallagher  
Secretary

Sandra Hassan  
Treasurer

### EXECUTIVE DIRECTOR:

Leslie J. Gabel-Brett

### PERMANENT COMMISSION ON THE STATUS OF WOMEN

18-20 TRINITY STREET  
HARTFORD, CT 06106-1628  
(860) 240-8300

FAX: (860) 240-8314

Email: [pcsw@cga.ct.gov](mailto:pcsw@cga.ct.gov)  
[www.cga.ct.gov/PCSW](http://www.cga.ct.gov/PCSW)

### COMMISSION MEMBERS:

Marcia A. Cavanaugh  
Anne Dailey

Barbara DeBaptiste  
Tanya Meck

Robin L. Sheppard  
Cindy R. Slane

Susan O. Storey  
Patricia E.M. Whitcombe

### LEGISLATIVE MEMBERS:

Senator Andrew J. McDonald

Senator John A. Kissell

Representative Michael P. Lawlor

Representative Robert Farr

### HONORARY MEMBERS:

Connie Dice

Patricia Russo

## Position Announcement

### Executive Director

### Connecticut Permanent Commission on the Status of Women

August, 2006

This is a senior leadership position that requires significant experience with respect to women's public policy issues and state government. The PCSW is a non-partisan commission within the Connecticut General Assembly that provides information, research, and leadership to elected officials, state agencies and the general public to improve the status of women and girls and promote gender equality.

### Responsibilities include:

- Providing leadership about issues and policies that affect the status of women and girls in Connecticut in order to support the Commissioners and constituents of the PCSW in identifying priorities and promoting public policy goals;
- Supervising PCSW staff and overseeing agency programs to further the goals and priorities of the Commission;
- Representing the PCSW before the Connecticut General Assembly, other elected officials and state agency personnel and providing high quality, accurate and useful information, advice and leadership to them in order to improve the status of women and girls;
- Representing the PCSW through public speaking and working with the media in order provide information and leadership about the status of women and girls;

- Convening and participating in coalitions, committees and task forces with elected officials, state agencies and community-based partners to further the goals of the Commission;
- Managing budget and fiscal matters of the PCSW in order to ensure that the PCSW is in compliance with all relevant laws and budget requirements, and to ensure that appropriated funds are used appropriately;
- Working with the Commission to facilitate its role as the governing body of the Permanent Commission on the Status of Women, including facilitating meetings as required, and producing reports and information.

The Executive Director reports directly to the appointed Chairperson of the Commission.

**Qualifications Desired:**

- Significant leadership experience in organization(s) addressing gender and public policy including, but not limited to, economic security, health, family law, violence against women, business and entrepreneurship, criminal justice and civil rights. The successful candidate need not have expertise in all of these areas, but must have thorough knowledge of some areas, and ability to oversee activities on many topics.
- Outstanding communication skills, including writing and public speaking.
- Experience in a legislative forum, with the ability to represent positions, work with elected officials, and draft and evaluate legislation.
- At least 5 years experience as a supervisor and manager with responsibility for goal setting, mentoring and evaluation.
- At least 5 years experience in financial administration including budgeting, contract management and fundraising.
- Experience in serving and building partnerships with diverse constituencies.
- Experience convening and facilitating successful coalitions and committees that address public policy goals.
- Advanced degree in a related field is desirable.
- The successful candidate will have vision and passion about achieving equality for women and girls, and the skills, humor and energy to lead a dedicated staff and broad range of partners in this important work.

**Compensation:** The salary for this position starts at \$93,900 and includes excellent state employee benefits.

Please send cover letter, resume, three references and salary history to Andrea Walker, Legislative Management, Legislative Office Building, Hartford, CT 06106 by August 25, 2006 or until position is filled. We are an Equal Opportunity Employer.